

To: Local Educational Agency (LEA) Representatives
From: California Department of Education – CALPADS Project Team
Date: May 30, 2013
Subject: CALPADS Update FLASH #75

START END-OF-YEAR (EOY) SUBMISSIONS EARLY

Local Educational Agencies (LEAs) are encouraged to start on the EOY submissions immediately and not wait until school is out to begin file uploads to CALPADS. It is to LEAs' advantage to begin the upload process now, prior to school ending. All the EOY submissions use a reporting period of July 1, 2012 to June 30, 2013. Uploading EOY data now can provide preliminary results to help LEAs resolve data problems before staff leave for the summer. To capture the remaining days of school activity, the LEA will need to re-upload the files, but the reconciliation process should be much faster because the majority of issues would have already been resolved.

If your LEA wants to target June 27 to certify EOY 2 and EOY 3, the following timeline will help keep you on track to certify on time. Make sure to adjust the dates if your office closes earlier for summer.

- May 31 – Complete SIS data population
- June 7 – Upload files and correct errors or discrepancies as needed
- June 14 – Review certification reports, correct errors, and fix discrepancies
- June 21 – Distribute reports for review and approval
- June 27 – Certify EOY 2 and EOY 3

LEAs must certify EOY 3 (Discipline) by July 31, 2013 in order to receive a DataQuest private preview for Discipline.

EOY CERTIFICATION DEADLINE

The EOY certification deadline is July 31, 2013 and the close of the amendment window is September 11, 2013. Be aware that a letter **will not** be sent to the superintendents of LEAs that do not certify by the July 31 deadline. However, as indicated above, LEAs are strongly encouraged to start their EOY work now and, if possible, to certify EOY 2 and 3 prior to the system going offline in late June.

GUIDANCE FOR REPORTING SOCIO-ECONOMICALLY DISADVANTAGED (SED) STUDENTS IN PROVISION 2 AND 3 SCHOOLS FOR ACCOUNTABILITY PURPOSES

Previous guidance specified that LEAs should submit NSLP program records for 100% of students enrolled in Provision 2 and 3 schools. That guidance has changed. Beginning in the 2013–14 school year, LEAs should *no longer* submit NSLP program records for all students in Provision 2 and 3 schools. For accountability purposes, the CDE will use the following student level data that exists in CALPADS:

- Students who are eligible for Free and Reduced Price Meals (FRPM) based on applying for the National School Lunch Program (NSLP), or who are determined to meet the same income eligibility criteria for NSLP, through their local schools;
- Students who are automatically eligible for free meals based on their foster, migrant, or homeless status;
- Students who are “directly certified” as being eligible for free meals based on the matching process with Department of Social Services data conducted through CALPADS; or
- Students with parents whose highest educational level is “Not a High School Graduate”.

It should be noted that LEAs may determine whether a student meets the income requirements for NSLP eligibility using an alternative process to the NSLP application process, and may submit NSLP program records to CALPADS for these students.

CONTINUOUS ENROLLMENT DATA FILE FOR INCLUSION IN 2012 BASE ACADEMIC PERFORMANCE INDEX

A letter dated May 22, 2013 was sent to LEA Accountability Coordinators notifying LEAs that informational data files are now available that indicate which students have been identified as continuously enrolled for accountability purposes based on CALPADS Operational Data Store (ODS) enrollment and exit data from October 5, 2011 through the first day of testing in 2012. These data were extracted from the CALPADS ODS on December 27, 2012 and were used in the 2012 Base Academic Performance Index (API) released on May 24, 2013. A copy of this letter was also sent to CALPADS Administrators.

TITLE I PART A SCHOOL-WIDE STATUS

LEAs are required to certify a school’s Title I status in the Consolidated Application Reporting System (CARS) as part of the *Title I, Part A Notification of Authorization of SWP* data collection. A school’s Title I status is certified as either: Targeted Assistance Status (TAS) or Schoolwide Program (SWP). This information is loaded in CALPADS

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and is used to prepopulate information on Certification Report 5.1 – *Program Participants – Count*.

CALPADS has been updated with data from LEAs who have certified these data in CARS as of April 26, 2013. For LEAs who have not certified these data in CARS, CALPADS reflects the school's last certified status. In order to certify accurate data in EOY 2, LEAs receiving Title I Part A funding should review and certify their 2012–13 data in CARS as soon as possible, but no later than June 30, 2013, so that CALPADS reflects the correct Title I Part A funding and TAS/SWP status for each school. CALPADS will be updated with CARS data on May 31 and June 21, with a final update in July after the CALPADS upgrade to capture LEAs who certified in CARS by the June 30, 2013 certification deadline in CARS.